

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC SAFETY

DATE: MARCH 31, 2014

COMMITTEE MEMBERS PRESENT:

SUPERVISORS WOOD
GIRARD
TAYLOR
FRASIER
BROCK
SEEBER
SIMPSON

OTHERS PRESENT:

BUD YORK, SHERIFF
SHAWN LAMOUREE, UNDERSHERIFF
BRIAN LAFLORE, DIRECTOR, OFFICE OF EMERGENCY SERVICES
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
PAUL DUSEK, COUNTY ADMINISTRATOR
MARTIN AUFFREDOU, COUNTY ATTORNEY
JOAN SADY, CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS KENNY
VANSELOW
MICHAEL GATES, CORRECTIONS CAPTAIN
JAMES LAFARR, MAJOR
MARK NEALE, SYSTEMS MAINTENANCE COORDINATOR
DON LEHMAN, *THE POST STAR*
SARAH MCLENITHAN, SECRETARY TO THE CLERK OF THE BOARD

Mrs. Wood called the meeting of the Public Safety Committee to order at 9:30 a.m.

Motion was made by Mr. Girard, seconded by Mr. Taylor and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Brian LaFlure, Director, OES (Office of Emergency Services), who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review Mr. LaFlure presented a request for a transfer of funds in the amount of \$3,264 from Code A.1990 469, Contingent Account-Other Payments/Contributions to Code A.3640 410, Civil Defense-Supplies to purchase GIS (Geographic Information System) software for the OES and the Command Vehicle. He explained this would allow them to work in conjunction with the Planning Department.

Motion was made by Mr. Girard, seconded by Mrs. Frasier and carried unanimously to approve the request for transfer of funds from the Contingent Fund to the Civil Defense Budget as outlined above and forward same to the Finance Committee. *A copy of the Request for Transfer of Funds form is on file with the minutes.*

Mr. LaFlure requested to appoint members to the Warren County Advisory Board, as outlined on the resolution request form.

Motion was made by Mr. Simpson, seconded by Ms. Seeber and carried unanimously to appoint members to the Warren County Fire Advisory Board as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the April 18, 2014 Board meeting.*

With regards to the request for determination of a source of funding estimated at \$120,000 to construct a shelter to house the OES vehicles, Mr. LaFlure advised he was working on a new design and had contacted a few contractors to provide an estimate of the cost. He stated if the Committee was agreeable to the estimated cost it would go out to bid.

Mr. LaFlure apprised the command vehicle was still being housed at the Department of Public Works garage in Warrensburg; however, he said, since the weather has improved they would be moving it to the Municipal Center to continue the work on it.

Ms. Seeber asked Mr. LaFlure to provide an overview of how he calculated the estimated cost of the shelter to house the OES vehicles. Mr. LaFlure explained factors that contributed to the elevated cost were the prevailing wage rate, as well as which contractor was selected. He stated he had rebuilt the sketches of the building and reduced the size significantly since the Buildings & Grounds Department indicated they would not require storage space in it. He advised after speaking to some contractors, he estimated the cost to be in the \$80,000 range.

Mr. Simpson apprised he was concerned that the building consisted of open sides, as he felt this may provide inadequate protection from the snow and require future discussion on enclosing the building. Mr. LaFlure pointed out the original plans consisted of enclosing the building; however, he said, to be more cost effective they decided to construct the structure with the capability of having sides mounted to it in the future if it was deemed necessary. He proposed including the cost of the siding within a future OES Budget and the work could be completed by the Buildings & Grounds crew. He said he intended to include the price to have the non-insulated sides installed within the quote process in case it was determined the contractor should erect them.

Mr. Brock questioned what space was eliminated from the original plans and Mr. LaFlure replied the three additional bays to house future equipment, as well as two bays to store equipment for the Buildings & Grounds Department had been removed. He reiterated the Buildings & Grounds Department had indicated they did not require any additional space storage space for their equipment. Ms. Seeber advised she felt there was a need for the building; however, she stated, she was concerned with the cost of the project, as she felt it could be completed for significantly less than what was proposed.

Chairman Geraghty advised he was concerned that individuals with privately owned vehicles equipped with radios that may or may not be affiliated with an organization were utilizing the County radio frequency. He said he did not feel that someone should be able to purchase a two way radio and be able to converse on the County frequency, as it was licensed to the County for use by County officials, fire districts and fire departments. He stated he felt this needed to be addressed, as it should not be occurring. Mr. LaFlure pointed out the Sheriff's Office was charged with overseeing the Communications Department. He said the Communications Supervisor had a very distinct radio policy and if anyone was aware of individuals not authorized to utilize the frequency they should notify the Sheriff's Department so they could address the issue.

Mr. LaFlure noted no one was allowed to converse on the County frequency unless they were provided an identifier issued by the County. He said issues were arising with the availability of programmable radios and individuals being able to program their own radios. He said this caused the banded transition. He added if they were aware of who it was, the agency's Chief or Squad Captain would contact the person to ensure it did not occur again. Chairman Geraghty interjected this could tie up the radio frequency and reiterated he felt the message should be sent to all the organizations to prevent it from occurring. Mr. LaFlure apprised about every eighteen months a message was sent notifying individuals what was permissible and not permissible. He reiterated they should not be utilizing the County frequency without having the identifier issued by the County so the County could identify which radio it was. Shawn Lamouree, Warren County Undersheriff, added there had been a few occasions where the Sheriff's Office tracked down stolen radios or the frequency radios and had dealt with the situation accordingly.

The last item on the agenda, Mr. LaFlure stated related to a power point presentation on the AIRCC (Adirondack Regional Interoperable Communications Consortium), which he reviewed in detail; *a copy of which is on file with the minutes.*

Mr. LaFlure advised no funds were required to participate in the AIRCC; however, he said, he felt it was necessary to provide the Committee with information about the AIRCC since Warren County was an active member. He apprised after the events of 911 it became evident an issue for responders was the lack of a capability for organizations such as fire, law enforcement and EMS (Emergency Medical Services) to communicate with one another. He said this triggered the individuals in command to develop a way to solve the issue.

Mr. LaFlure explained as a solution NYS (New York State) created the SWN (Statewide Wireless Network) and awarded a \$2 billion contract to provide and install SWN; however, he stated, SWN failed because it didn't work correctly and tested below the required performance. He apprised the failure of SWN had negative effects on Counties because NYS said it was not necessary to expend funds on updating their radios since SWN would be going into effect. He continued, when SWN failed the Counties found themselves with radios that were outdated.

Since it was determined SWN failed because one particular system could not work Statewide, Mr. LaFlure advised, the "Systems of Systems" was developed. He explained the "System of Systems" consisted of enhancing all of the Counties individual systems to make it possible to connect them together as needed. He apprised NYS formed the Office of Interoperable and Emergency Communications group and a new Governance Board known as the SICB (State Interoperable Communications Board). He stated the members of SICB were comprised of subject matter experts from around NYS, appointed by the Governor and Legislature and charged with developing a plan to provide grant funds to Counties to update their systems to be compatible Statewide. He said it was determined to ensure that Counties were working together and not just building individual systems, they would require them to be a member of a consortium to be eligible for grant funding.

Mr. LaFlure apprised AIRCC originally consisted of five Counties; however, he said, it has grown to include eleven participating Counties and other partners such as the NYS Police and covered 33% of NYS. He said he felt the awards should be based upon needs and not population, as he felt a Border Patrol Officer or Sheriff in Hamilton County with a population of 6,000 deserved the same radio capabilities as a Police Officer in New York City.

With regards to the grant eligibility, Mr. LaFlure stated one requirement was State or Federal Public Safety agencies had to be allowed to ride on the system. He explained that did not mean to ride on the radio, but rather to ride on the infrastructure that was connecting the power sites together.

In reference to partners, Mr. LaFlure advised New York State Electric & Gas was one of the original partners, as they required better connections across Essex, Clinton and Franklin Counties. He said there were users on the system that were riding on the system but were not actual members of AIRCC such as the DOT (Department of Transportation), the Coast Guard, the FBI (Federal Bureau of Investigation), etc.

Mr. LaFlure apprised the AIRCC was overseen by a Board consisting of representatives of all partners. He said the Chairperson scheduled several meetings and/or conference calls to handle business throughout the year. He stated the goal of the AIRCC was to construct a secure network throughout the Consortium that was shared by all, and yet self healing. He explained self healing meant if one of the two connections to each tower failed the system would automatically feed back around through the system and still keep that tower live. He said the design they were working towards involved a mixture of microwave links, fiber optic connections and radio frequency connections.

Page eleven of the presentation, Mr. LaFlure stated, consisted of the first page of the Consortium partner County Guide. He said it specifically stated "This is a guide to seek agreements from eleven Counties for the sole purpose of developing a common communications network and obtain the funding to support it." He explained this meant the sole purpose the Consortium was to acquire grants. He said the participants were working together to ensure they were not duplicating services.

Mr. LaFlure advised page twelve of the presentation referred to the original consortium. He said it depicted the towers they were originally using. He stated they tried to build the system into a loop with the goal of having more than one connection. He apprised the right hand side of the map displayed how the Consortium dispatched into areas of Vermont and the upper portion disclosed how Clinton County dispatched into portions of Canada.

Page thirteen, Mr. LaFlure stated, consisted of a map of the Consortium when Saratoga, Fulton Montgomery and Hamilton Counties were added. The current map of the Consortium, Mr. LaFlure apprised, was displayed on page fourteen. He said this provided the full scope of what the AIRCC was covering.

With regards to the round three grant funds that were just awarded, Mr. LaFlure advised they were awaiting the arrival of the signed contracts. He said these funds would be utilized to complete the connection between the systems in St. Lawrence and Herkimer Counties. He said the grant money awarded in round three included funds to place some radios on the Spruce Mountain tower to assist with the connectivity issues in Lake Luzerne. He reiterated the goal was to spread out the network to create a self healing capacity to ensure if a link went down it would not create a major issue. He said it was a secure network that only public safety agencies were permitted to ride on and had no connection to the outside world. As an example, he stated, the system had the capability of running encrypted data from one CAD (Computer Aided Dispatch) system to another.

Mr. LaFlure apprised the Federal Government implemented a plan to assist the Consortiums that stated all public safety radios must have programmed in them the National Interop Frequencies for the band they were operating on and each band-low, high, ultra-high and 800 must be in analog mode. He continued that each PSAP must have installed base stations for each band capable of receiving these frequencies. He said Warren County was running in VHF (very high frequency); however, he said, there were stations available that would pick up the interop channels on low band in VHF, UHF (ultra high frequency) and 800. He explained this allowed providers from other Counties that were assisting Warren County with an emergency to contact the dispatch center on the interoperable channel so they could provide them with directions or permit them to be dispatched into the local system. He advised when disparate agencies in the same system needed to communicate such as the Department of Public Works, Animal Control, Public Health, etc., they could all switch to a common tactical channel to communicate.

In reference to the funding, Mr. LaFlure stated NYS had awarded a total of \$206 million, of which the AIRCC had received \$24,058,043 or 11.6% of all the funds awarded. He said Warren County had received \$1.2 million in funding thus far. He said the funds were not divided equally, as there were a number of factors that determined who received the grant funding, such as the quality of the grant application. He pointed out there were some Counties who had a team dedicated to grant writing which gave them the advantage over Counties such as Warren whose grants were written by the OES. He stated the largest award permitted was \$6 million.

Mr. LaFlure apprised the members of the AIRCC were proud of what they had accomplished. He said they worked together frequently on fires, storms, etc. As an example, he stated, when there were large snow storms impacting the entire State, rather than participate in State conference calls the members of AIRCC had their own conference calls to ensure that all members were aware of what effort each participant was undertaking and provide extra resources where necessary.

In reference to where the AIRCC was, Mr. LaFlure stated the grant funding had already been received for rounds one and two and a good portion of the network was in progress or on-line. He said Warren County was currently replacing the 911 system in conjunction with Washington County. He explained this was considered a geo-diverse system or shared system that allowed anything happening on either system to be connected to both servers. He apprised there were fiber optics and microwave frequencies between the two buildings. He stated this allowed either system to pick up the calls should one of the systems go down.

Mr. LaFlure advised there was substantial effort required for the AIRCC, as it consisted of many different factors such as engineering, design, the bid process, legal issues, MOU's (Memorandums of Understanding), installation, testing and training. He stated it had been difficult to perform some of the required work in the Adirondack Park because of their restrictive guidelines; however, he said, the Governor had instructed the NYS Department of Environmental Conservation and the Adirondack Park to be more cooperative. Another issue with the Adirondacks, he apprised, was the limited window for the construction of towers. For example he explained, if the funds awarded were received in July and there was a twelve week waiting period for the necessary equipment to arrive, this would delay construction into the next year due to accessibility issues.

Another concern, Mr. LaFlure apprised, was the State implemented the MWBE (Minority and Women-Owned Business Enterprise) requirements for the contracts. He said they were having difficulty locating MWBE that sold the supplies they needed to build the towers.

Ms. Seeber thanked Mr. LaFlure for his time and efforts in making Warren County a leader in the consortium effort across the State. Mr. LaFlure advised all calls with questions regarding Consortiums were referred to the AIRCC because of their success. He said although the AIRCC did not have the most money, he felt they were the most successful Consortium in the State.

There being no further OES business to discuss, privilege of the floor was extended to Bud York, Warren County Sheriff, who distributed copies of the agenda to the Committee members; a copy of the agenda is on file with the minutes.

Commencing the agenda review, Sheriff York presented a request for Sergeant Kevin Scellen to attend the New York State Sheriff's Association Civil Supervisors Conference in Saratoga Springs, NY from May 12-14, 2014 utilizing a Sheriff's Office vehicle.

Motion was made by Mr. Girard, seconded by Mrs. Frasier and carried unanimously to authorize attendance at the conference as outlined above. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

Item 2 on the Agenda, Sheriff York stated referred to a request for a new contract with Televate, LLC in an amount not to exceed \$32,925 to perform a communications consultant study for the 911 Center for a term commencing upon execution of the contract and terminating December 31, 2014. He explained that Mark Neale, Systems Maintenance Coordinator, had reviewed the seven responses received and determined that Televate LLC, was the lowest responsible bidder. Mr. Taylor questioned whether this had any relation to the presentation Mr. LaFlure just completed and Mr. LaFlure replied affirmatively. He explained this would assist with the radio capacity that was lost due to new regulations implemented by the FCC (Federal Communications Commission), as well as be included in the AIRCC infrastructure that was connecting everyone together.

Motion was made by Mrs. Frasier, seconded by Mr. Girard and carried unanimously to authorize the contract with Televate, LLC as outlined above and refer same to the Finance Committee to determine a source of funding. *A copy of the resolution request form is on file with the minutes.*

Agenda Item 3, Sheriff York stated was a request to fill the vacant position of Patrol Officer #26, annual salary of \$36,414, Employee No. 11521, due to termination.

Motion was made by Mr. Simpson, seconded by Ms. Seeber and carried unanimously to approve the filling of the vacant position as outlined above and to forward same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position is on file with the minutes.*

Agenda Item 4, Sheriff York advised, referred to a request to fill the vacant position of Patrol Officer #32, annual salary of \$36,414, Employee No. 7774, due to retirement.

Motion was made by Mr. Taylor, seconded by Ms. Seeber and carried unanimously to approve the filling of the vacant position as outlined above and to forward same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position is on file with the minutes.*

As a result of the staffing analysis completed by NYS in conjunction with discussions with the Chairman of the Board, the Finance and Personnel Committee Chairmen, the County Administrator and the Budget Officer, Sheriff York presented a request to create thirteen new Correction Officer positions. He stated these positions would not be funded until the hire dates, which were projected to be seven positions commencing in August of 2014 and six positions beginning in January of 2015. He said testing to develop a list of eligible candidates to select from was scheduled for next month.

Mr. Taylor queried what the total budget increase would be when the seven positions were added this year and Sheriff York estimated it to be an increase of about \$360,000. Mr. Taylor questioned whether the additional funding would be from the contingent fund and Sheriff York replied the request would be referred to the Finance Committee to determine a source of funding. Paul Dusek interjected that it would be referred to the Finance Committee to discuss; however, he said, he felt it would be recommended that the funds come from unappropriated surplus, as it was the only available source of funding.

Ms. Seeber thanked the Sheriff's Office for providing a tour of the Correctional Facility to demonstrate the need for the additional positions, as it assisted her with explaining to concerned taxpayers why the additional expense was necessary. Mr. Brock queried whether the training was provided at the Warren County Jail and Sheriff York replied affirmatively. He explained the training consisted of shadowing a Senior Corrections Officer. He added in reference to the six weeks of school that were required, he said they now provided this at the Warren County Jail so they did not have to send Officers out of the area for it. Mr. Brock questioned whether the overtime costs would increase since the new Officers could not work until they completed the required school and on-the-job training and Sheriff York replied affirmatively. He advised he had included a request to increase the funds for overtime to cover the remainder of the training. Mr. Brock questioned when the new hires could begin working and Michael Gates, Corrections Captain, advised the school and on-the-job training would be completed in fourteen weeks. Sheriff York added the July hires would be fully trained and on the job by January of 2015 when the six additional new employees were on board.

Mr. Kenny questioned why more Correction Officers were needed now when there were less prisoners in the jail than there were in 2004 when a previous analysis had been completed. Sheriff York replied that the State was supposed to return within six months to perform another analysis on the newly opened facility in 2004 to determine if additional staff were required; however, he said, they never returned. He pointed out the current analysis required an additional twenty-one Corrections Officers, which was applicable to when they opened the new facility in 2004; however, he said, the Sheriff Office was able to get the State to reduce the number to thirteen since they felt this would provide adequate coverage. He noted he felt thirteen additional staff were required.

Mr. Dusek interjected there would be ten full-time equivalent part-time positions added to the Sheriff's Budget, as well as the thirteen full-time Correction Officer positions. He asked Sheriff York whether there was funding available for the part-time positions and Sheriff York replied he had included the funding for these positions with his original request that was being referred to the Finance Committee to determine a source of funding.

Motion was made by Mr. Girard, seconded by Mrs. Frasier and carried unanimously to approve the request to create and fill Corrections Officer Nos. 69-81, annual salary of \$36,414 as outlined above and forward same to the Personnel Committee. *A copy of the request to Create New Position is on file with the minutes.*

Agenda Item 6, Sheriff York advised, referred to a request for transfer of funds in the amount of \$364,532 with a source of funding to be determined by the Finance Committee to cover the cost of funding the aforementioned positions.

Motion was made by Mr. Taylor, seconded by Ms. Seeber and carried unanimously to approve the request for transfer of funds as outlined above and refer same to the Finance Committee. *A copy of the request for Transfer of Funds is on file with the minutes.*

In reference to topics for discussion, Sheriff York stated no new Correction Officer positions had been filled.

Sheriff York requested an executive session to discuss matters regarding current litigation.

Motion was made by Mr. Simpson, seconded by Mrs. Frasier and carried unanimously that executive session be declared pursuant to Section 105 (d) of the Public Officers Law.

Executive session was declared from 10:10 a.m. to 10:38 a.m.

The Committee reconvened and Ms. Wood declared no action was taken during executive session.

As there was no further business to come before the Public Safety Committee on motion made by Mrs. Frasier and seconded by Mr. Girard, Ms. Wood adjourned the meeting at 10:38 a.m.

Respectfully submitted,
Sarah McLenithan, Secretary to the Clerk of the Board